

Finance Committee
Regular Meeting
JUNE 10, 2020



Pledge of Allegiance



Meeting Norms:

- *All participants will actively participate, engage in the work of the meeting, and have equal voice and airtime.*
- *Assume positive intentions by respecting and honoring the diversity of opinions, beliefs, and perspectives.*
- *Cultivate trust by being honest and focusing on ideas, practices and the work...not people.*
- *Norms will be upheld during all meetings and in all interactions outside of formal meetings.*

June 10, 2020

Regular Meeting Agenda

1. Approval of Minutes:
 - a. 5/13/20 – Finance Committee Meeting
2. Update of 19-20 Budget – Narrative
3. Cafeteria Report
4. Appropriation Transfers
5. Special Education Report
6. Public Comment
7. Recommended Budget Reductions for FY21
8. Adjournment

1. Approval of Minutes:

- a. 5/13/20 – Finance Committee Meeting

Motion to approve?

Second?

Vote.

2. Update of 19-20 Budget

Bristol Board of Education

FY20 - YTD Budget Report through May 31, 2020

Character Code	2019 Actual Expenditure	2020 Budget	2020 Revised Budget	YTD Actuals	Encumbrances	Available Budget	% of Budget Used
01 - GENERAL CONTROL	2,511,178	2,342,285	2,349,806	2,130,335	397,963	-178,492	107.6%
02 - INSTRUCTION	46,976,530	48,150,845	48,116,018	36,684,232	11,382,421	49,364	99.9%
03 - TRANSPORTATION	4,460,588	4,575,857	4,574,047	3,967,035	118,476	488,536	89.3%
04 - OPERATION OF PLANT	6,807,447	7,126,651	7,126,651	5,959,886	999,583	167,183	97.7%
05 - MAINTENANCE OF PLANT	2,371,302	2,565,906	2,565,237	2,382,510	347,782	-165,054	106.4%
06 - BENEFITS & FIXED	16,759,142	17,852,692	17,852,692	17,293,675	78,416	480,601	97.3%
07 - ATHLETICS & STUDENT	1,967,649	2,115,069	2,157,477	1,470,867	84,874	601,736	72.1%
08 - CAPITAL & TECHNOLOGY	2,138,718	2,205,819	2,205,819	1,747,577	222,645	235,597	89.3%
10 - TUITION	1,020,867	1,031,634	1,031,634	1,007,037	5,359	19,238	98.1%
50 - SALARIES	0	0	0	52,018	0	-52,018	-
58 - OTHER/MISCELLANEOUS/ANTICIPATED REVENUE*	4,548,590	-4,866,922	-4,866,922	-1,913,969	0	-2,952,953	39.3%
Total	89,562,011	83,099,836	83,112,459	70,781,203	13,637,519	-1,306,263	101.6%

Special Education Breakdown

Special Education	11,241,915	11,572,085	11,572,085	8,981,231	2,665,847	-74,993	100.6%
Preschool	891,314	952,877	952,877	715,627	231,336	5,914	99.4%
Summer School	300,664	213,863	201,240	162,197	0	39,043	80.6%
Psychological Services	1,343,760	1,516,121	1,516,121	1,056,640	374,293	85,188	94.4%
Speech Pathology	1,503,220	1,266,059	1,266,059	1,133,714	285,846	-153,501	112.1%
Transportation	4,891,309	5,452,126	5,452,126	4,227,658	90,049	1,134,419	79.2%
Magnet School Tuitions	306,381	425,000	425,000	322,914	32,754	69,332	83.7%
Public School Tuitions	1,822,210	1,915,000	1,915,000	1,625,288	140,516	149,196	92.2%
Private Facility Tuitions	9,272,961	8,627,893	8,627,893	7,446,949	2,248,637	-1,067,693	112.4%
09 - SPECIAL EDUCATION TOTAL	31,573,734	31,941,024	31,928,401	25,672,219	6,069,277	186,905	99.5%

OPERATING BUDGET	112,038,565	115,040,860	115,040,860	96,453,422	19,706,796	-1,119,358	101.0%
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REVENUE OPPORTUNITIES:	Annual Anticipated:	YTD Received*:	
Rentals	79,297	32,750	
Tuitions	165,180	100,939	
Medicaid	360,966	207,979	
Excess Cost	4,261,479	3,231,867	
	<u>4,866,922</u>	<u>3,573,536</u>	
			CURRENT OPERATING BUDGET AFTER REVENUE:
			\$540,208

*Note - The operating total reflects up-to-date revenues received as of May 31, 2020; the MUNIS report to follow does not reflect all revenue received.

3. Cafeteria Report

DESCRIPTOR	17 - 18	18-19	19-20	Jul 1- May 31 19-20	EOY Forecast	If Food Svc Ended 3/12
	ACTUAL	ACTUAL	BUDGET	YTD	YTD	YTD
INCOME:						
CASH SALES INCOME	773,805	423,386	348,545	223,281	223,281	223,281
FEDERAL REIMBURSEMENT	2,138,288	2,745,282	2,675,419	2,364,139	2,484,139	1,948,358
STATE REIMBURSEMENT	146,327	147,416	130,000	152,129	152,129	152,129
INTEREST INCOME			0	0	0	0
OTHER INCOME	16,969	16,450	9,500	12,546	12,546	12,546
TOTAL INCOME	3,075,389	3,332,534	3,163,464	2,752,095	2,872,095	2,336,314
EXPENDITURES:						
FOOD	1,250,687	1,639,670	1,288,950	1,319,621	1,319,622	1,160,000
INVENTORY ADJUSTMENT	(214)					
LABOR	1,199,848	1,284,716	1,292,798	1,178,593	1,414,429	1,414,429
RETRO PAY	0	-	-			
PENSION	79,203	-	-			
SUBSTITUTES	42,762	26,420	25,000	18,793	18,793	18,793
INSURANCE BENEFITS	231,857	248,847	275,000	227,801	253,113	253,113
F.I.C.A.	89,093	94,772	104,587	92,133	86,085	86,085
PURCHASED SERVICES & SUPPLIES	120,575	141,124	139,500	105,029	105,029	80,517
COMPUTER LEASE	15,045	13,436	15,500	12,590	12,590	11,567
OTHER EXPENSE	13,337	11,577	22,129	11,283	11,283	11,283
TOTAL EXPENSES	3,042,193	3,460,562	3,163,464	2,965,843	3,220,944	3,035,787
Carryover Balance	1,944	35,140				
NET PROFIT OR LOSS	35,140	(92,888)		(213,748)	(441,737)	(699,473)

4. Appropriation Transfers

06/04/2020 16:21
Jill Browne

CITY OF BRISTOL
JOURNAL INQUIRY

P 1
glcjeinq

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2020	11	476	BUA	05/27/2020	05/27/2020	OTL	JodiBond	1	N	Hist	2020	

LN	ORG ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3 ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	A3102195	551703					BC AVID SUPPLIES			110.00
	001	-22-50-0000-2195-310-551703-					FIELD TRIPS - INSTRUCTION			
2	A3102195	561102					BC AVID SUPPLIES	110.00		
	001	-22-50-0000-2195-310-561102-					INSTRUCT SUPPLIES - INSTRUCT			
** JOURNAL TOTAL								0.00		0.00
** GRAND TOTAL								0.00		0.00

1 Journals printed

** END OF REPORT - Generated by Jill Browne **

5. Special Education Report

Student Category	Student Count			Student Count				TOTAL	Student Count				TOTAL	Student Count			TOTAL
								NET CHANGE					NET CHANGE				NET CHANGE
	AUGUST			SEPTEMBER				SINCE	OCTOBER				SINCE	NOVEMBER			SINCE
	1ST, 2019			1ST, 2018				8/1/2019	1st	Net Change	Net % Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019	
SPED Enrollment	1679			1605				-55	1669	45	2.77%	-10	1700	31	1.86%	21	
Out of District - Private	93			115				15	111	3	2.78%	18	118	7	6.31%	25	
Out of District - Public	53			65				1	53	-1	-1.85%	0	54	1	1.89%	1	
Risk Assessment	1			0				0	41	40	4000.00%	41	26	-15	-36.59%	67	
Psychiatric Evaluation	1			0				2	5	4	400.00%	7	5	0	0.00%	12	
Independent Ed. Evaluation	0			0				0	1	1	100.00%	1	3	2	200.00%	4	
Student Category	Student Count			TOTAL	Student Count			TOTAL	Student Count				TOTAL	Student Count			TOTAL
				NET CHANGE				NET CHANGE					NET CHANGE				NET CHANGE
	DECEMBER			SINCE	JANUARY			SINCE	FEBRUARY				SINCE	MARCH			SINCE
	2st	Net Change	Net % Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019	
SPED Enrollment	1708	8	0.47%	29	1719	11	0.64%	40	1757	38	2.21%	78	1750	-7	-0.40%	71	
Out of District - Private	117	-1	-0.85%	24	115	-2	-1.71%	22	122	7	6.09%	29	122	0	0.00%	29	
Out of District - Public	56	2	3.70%	3	57	1	1.79%	4	61	4	7.02%	8	60	-1	-1.64%	7	
Risk Assessment	18	-8	-30.77%	85	25	7	38.89%	110	31	6	24.00%	141	29	-2	-6.45%	170	
Psychiatric Evaluation	4	-1	-20.00%	16	9	5	125.00%	25	4	-5	-55.56%	29	9	5	125.00%	38	
Independent Ed. Evaluation	1	-2	-66.67%	5	0	-1	-100.00%	5	2	2	200.00%	7	1	-1	-50.00%	8	
Student Category	Student Count			TOTAL	Student Count			TOTAL	Student Count				TOTAL				
				NET CHANGE				NET CHANGE					NET CHANGE				
	APRIL	Net	Net %	SINCE	MAY			SINCE	JUNE				SINCE				
	1st	Change	Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019	1st	Net Change	Net % Change	8/1/2019					
SPED Enrollment	1748	-2	-0.11%	69	1781	33	1.89%	102	1772	-9	-0.51%	93					
Out of District - Private	120	-2	-1.64%	27	119	-1	-0.83%	26	119	0	0.00%	26					
Out of District - Public	59	-1	-1.67%	6	62	3	5.08%	9	60	-2	-3.23%	7					
Risk Assessment	15	-14	-48.28%	185	2	-13	-86.67%	187	1	1	50.00%	188					
Psychiatric Evaluation	4	-5	-55.56%	42	0	-4	-100.00%	42	0	0	0.00%	42					
Independent Ed. Evaluation	0	-1	-100.00%	8	0	0	-	8	2	2	0.00%	10					
	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June						
	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment	% of enrollment						
	1679 of 7651	1624 of 8469	1669 of 8302	1700 of 8330	1708 of 8339	1719 of 8355	1757 of 8375	1750 of 8356	1748 of 8362	1781 of 8365	1772 of 8370						
	21.94%	19.18%	20.10%	20.41%	20.48%	20.57%	20.98%	20.94%	20.90%	21.29%	21.17%						

On the following slides, we will “zoom in” on areas pertaining to June 1st

5. Special Education Report (continued)

Student Category	Student Count			TOTAL
				NET CHANGE
	JUNE			SINCE
	1st	Net Change	Net % Change	8/1/2019
SPED Enrollment	1772	-9	-0.51%	93
Out of District - Private	119	0	0.00%	26
Out of District - Public	60	-2	-3.23%	7
Risk Assessment	1	1	50.00%	188
Psychiatric Evaluation	0	0	0.00%	42
Independent Ed. Evaluation	2	2	0.00%	10

Since **April of 2019, 13** newly registered students came to us already placed in Out of District Special Education School Programs.

It is important to note that in addition to special education programming requirements, by **June 2nd of this school year**, our school staff have conducted **188** Risk Assessments, we have conducted **42** Psychiatric Evaluations and received requests for **10** Independent Educational Evaluations.

As of **June 2, 20200** we have **119** of our **1772** students requiring Out of District Placements at special education school programs and **60** students requiring special education programming services at other Public Out of District Schools such as Magnet Schools.

5. Special Education Report (continued)

April	May	June
% of enrollment	% of enrollment	% of enrollment
1748 of 8362	1781 of 8365	1772 of 8370
20.90%	21.29%	21.17%

As you will notice in your packets, as of **June 2, 2020, 1772 of 8370** Bristol students were identified as students requiring Special Education programming. This enrollment represents **21.17%** of Bristol students. As you are likely aware, the prevalence rate in Bristol Schools fluctuates monthly and had ranged from **19% to 23% during the previous year and current year.** The identification rate in **Bristol Public Schools in April 2020 was 20.90%.**

6. Public Comment

Are there any members of the public who wish to offer comment?

7. Recommended Budget Reductions - FY21

On March 26, 2020, on behalf of the Board of Education, we presented an education budget for \$121,797,183. This represented a 5.87% increase over the FY20 budget, with the main budget driver being the health benefits for the employees.

On June 2, 2020, the Joint Board approved a budget amount of \$119,022,000 for the Board of Education, This amount is a difference of \$2,775,183, and as such we recommend the following budget reductions this evening for your approval:

Total Budget Recommendation:

Current Budget	115,040,860	% Budget Increase
Bargaining Unit Obligations & Employee Benefits	4,365,534	3.79%
Professional Services	183,529	0.16%
Utilities, Supplies & Equipment	280,743	0.24%
Transportation	331,634	0.29%
Tuition	866,286	0.75%
Student Supplies & Equipment	16,949	0.02%
Less Anticipated Revenue	318,332	0.28%
Requested New Positions	393,316	0.34%
Total Request:	121,797,183	5.87%

Recommended Budget Reductions

Medical (reserve funds)	(200,000)	Comptroller Adjustment
Student Accident Ins	(22,890)	Updated quote 4.21.20
2 Deans	(225,386)	Alliance
2 Math Coaches	(121,200)	Alliance
4 Library-Media Specialists	(213,000)	Alliance
IT Support Specialist	(71,995)	Alliance
0.5 CNA Teacher	(30,300)	Perkins

Recommended Budget Reductions

Tuition	(700,000)	Reduction - 1% set aside
1 Day Furlough	(340,000)	Districtwide
1.25% Increase	(126,000)	Planning differential

Recommended Budget Reductions

Attendance Coordinator	(57,206)	Budget Reduction
Transp (Reg Ed)	(200,000)	Budget Reduction
OTL - Supplies	(120,725)	Budget Reduction
Field Maint	(40,000)	Budget Reduction
Electricity	(106,000)	Budget Reduction
Heating Fuel	(30,000)	Budget Reduction
Spring Sports	(25,000)	Budget Reduction
Continued retirement total	(145,481)	Budget Reduction

Recommended Budget Reductions

BOE Budget Request: 5.87%	121,797,183	Presented 3.26.20
Joint-Board Approved : 3.46%	119,022,000	Approved 6.2.20
Recommended Reductions:	(2,775,183)	Presented 6.10.20

Motion to approve?

Second?

Discussion?

Vote.

8. Adjournment

Motion to adjourn?

Second?

Meeting adjourned.

Thank-you.

Be well.

We are BPS!

We are better together!

Board of Education
Special Meeting
JUNE 10, 2020



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June 10, 2020

Regular Meeting Agenda

1. Call to Order
2. Vote to Convene in Executive Session
 - a. For purposes of discussing contract extensions for AFSCME Locals 818, 2267, and 3551
3. Reconvene into Public Session
 - a. Vote on any items discussed in executive Session
4. Discussion of Recommended Budget Reductions*
5. Public Comment
6. Adjournment

**Possible Action Item*



We are currently in Executive Session ...

We will return shortly.

3. Reconvene Into Public Session to vote on any items discussed in Executive Session

Action Item

Motion: The Board of Education wishes to extend the Local 818 Supervisors Bargaining Unit Agreement for the period of one year, from July 1, 2020 to June 30, 2021, with a 1.25% rate increase:

Second?

Discussion?

Vote.

Action Item

Motion: The Board of Education wishes to extend the Local 2267 (Custodial/Maintenance/IT/ParaEducator/Cafeteria) Bargaining Unit Agreement for the period of one year, from July 1, 2020 to June 30, 2021, with a 1.25% rate increase:

Second?

Discussion?

Vote.

Action Item

Motion: The Board of Education wishes to extend the Local 3551 (Secretaries) Bargaining Unit Agreement for the period of one year, from July 1, 2020 to June 30, 2021, with a 1.25% rate increase:

Second?

Discussion?

Vote.

4. Discussion of Recommended Budget Reductions

Current Budget	115,040,860	% Budget Increase
Bargaining Unit Obligations & Employee Benefits	4,365,534	3.79%
Professional Services	183,529	0.16%
Utilities, Supplies & Equipment	280,743	0.24%
Transportation	331,634	0.29%
Tuition	866,286	0.75%
Student Supplies & Equipment	16,949	0.02%
Less Anticipated Revenue	318,332	0.28%
Requested New Positions	393,316	0.34%
Total Request:	121,797,183	5.87%

Recommended Budget Reductions

Medical (reserve funds)	(200,000)	Comptroller Adjustment
Student Accident Ins	(22,890)	Updated quote 4.21.20
2 Deans	(225,386)	Alliance
2 Math Coaches	(121,200)	Alliance
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IT Support Specialist	(71,995)	Alliance
0.5 CNA Teacher	(30,300)	Perkins

Recommended Budget Reductions

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Recommended Budget Reductions

Attendance Coordinator	(57,206)	Budget Reduction
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Spring Sports	(25,000)	Budget Reduction
Continued retirement total	(145,481)	Budget Reduction

Recommended Budget Reductions

BOE Budget Request: 5.87%	121,797,183	Presented 3.26.20
Joint-Board Approved : 3.46%	119,022,000	Approved 6.2.20
Recommended Reductions:	(2,775,183)	Presented 6.10.20

Motion to approve?

Second?

Discussion?

Vote.

5. Public Comment

Are there any members of the public who wish to offer comment?

6. Adjournment

Motion to adjourn?

Second?

Meeting adjourned.

Thank-you.

Be well.

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We are better together!